

**State of Delaware –Delaware Women's Workforce Council
Office of Women's Advancement and Advocacy
Department of Human Resources**

Regular Meeting

Dover, Haslet Building, Conference Room 133

Monday, September 16, 2019

11:00 am to 12:30 pm

Carvel State Office Building
820 N. French Street, 4th Floor
Wilmington, DE 19801
(Via Videoconferencing)

Attendees:

Melanie Ross Levin, *Louise Cummings-Lewis, Linda Barnett-Wilmington, Yvonne Gordon,
Christopher Waters- Wilmington
Kimberly Reinala-Nietubicz, Rita Paige, Dr. Marie Laberge-Dover
*Chairperson

DRAFT MINUTES

Welcome:

The meeting was called to order at 11:07 am. The chairperson thanked everyone for coming. Minutes from March's meeting were approved.

Update from the Office of Women's Advancement & Advocacy

- Salary negotiation workshops-workshops were very well received and several were overbooked. Libraries were terrific partners and we should look to work with them again in the future. We may want to consider tailoring presentations for different audiences (academic audience had different needs/questions). Our request to hold workshops again this year has been approved. We would need to use the same format (required by contractor) but we could look into broadcasting the training (the library has this capacity) to reach a larger audience. If we decide to move forward with holding the sessions again this year, we would need a committee to determine logistics and assist with the events. We may want to consider Georgetown instead of Lewes for a training in Sussex.
- OWAA has hired a new Policy and Research Analyst who has been in the position since early August.
- The Hall of Fame event is being held on October 17th and the office is very busy with the details for the event.
- OWAA submitted the annual policy memo to the Governor's office and is waiting on feedback.
- OWAA Director attended the National Associations of Commissions for Women conference. The conference proved to be very valuable as she was able to network with Commissions from across the country and learn about resources and potential projects that are specific to our work.

- Specifically, the National Associations of Commissions for Women (NACW) has invited Commissions for Women from across the nation to participate in a nationwide research project called the Voices of Women in America. NACW will provide all materials for us to complete the project which would include a survey as well as listening sessions in order to learn about what women think are the most pressing issues in their state. Maryland recently completed their project and a representative from their Commission is willing to come to Delaware and share more information with us about the project. The OWAA Director will share the report that was created from the Maryland project. This could be a great opportunity for the Research subcommittee, especially considering that NACW will provide a guidebook and the templates needed to complete the project.
 - Another potential project could be an Equal Pay Pledge. The OWAA Director learned of a good model out of Ohio that we could replicate. Private businesses would pledge to examine their policies and move toward changes that support pay equity. OWAA Director will send out information about Ohio's project. Committee discussed that the project seemed doable given our small capacity.
- The State Wage Study is still under review and does not yet have a release date.
 - Centennial work-There will be a large event held on 9/26/20 to commemorate the suffrage movement in Delaware. This is significant because there really aren't very many dedications, statues, monuments, etc. for women in Delaware (or across the nation). There will be events throughout the year leading up to the event. OWAA will include information about this during the Hall of Fame event as well.

Strategic Plan Updates

The Council has done a lot of the work it set out to do in the first year. There are several concrete tasks that have been accomplished. There have also been migrating factors for several things that have not been accomplished. Considering the capacity of such a small group, a lot has been achieved. The strategic plan has been helpful in staying focused on the goals we want to achieve.

- Goals-
 - Year One Goals-We accomplished several of our year-one goals including establishing working subcommittees, holding negotiation trainings, and thinking through a talent compact. We are still looking into completing the other goals. Perhaps the NACW project and Ohio pledge are possibilities to achieve the last of these goals.
 - Year Two Goals-The Council will continue to examine any pertinent information that becomes available and will utilize said information to determine any recommendations. The Council will also continue both its work in the community and with the negotiation workshops.
 - Year Three Goals- Talent Compact-this idea needs more revision. While the Boston model is fantastic and inspiring, they have a much larger staff which creates the capacity necessary for such a large undertaking. The Council should re-evaluate what pieces of this type of project would be manageable for a group as small as this one.

- OWAA is looking into creating Onboarding materials for Council members to ensure that members have the materials and information they need to accomplish the goals of the group.
- There are currently a few vacancies. The OWAA Director will send out the specifications for the available openings (geography, etc.) so that members can submit names for appointment.
- The strategic plan is a living document that can evolve over time. The Council should look to make any necessary updates to the plan in March.
- Subcommittees should plan to meet before the next Council meeting in November.

Subcommittee Breakouts

- Education and Research Committee-The committee will meet in October to discuss the NACW Voices of Women in America project.
- Public Policy Subcommittee-The committee presented the policy platform. After some discussion and a few agreed upon edits, there was a motion to approve the policy platform and the Council voted favorably, with all in favor.
- Business Outreach Subcommittee-Concern raised about pulling together a meeting without a robust agenda. While the subcommittees are a standing item on the Council's agenda, subcommittees are not required to meet and report back. Subcommittee meetings and reporting are project dependent.

Other Business

- There will be opportunities throughout the next year to participate in suffrage centennial events. There is a diverse committee of volunteers that is still looking for members. The OWAA Director will send out information on how to become involved for anyone that is interested. The committee is also looking for any interested groups (sororities, girl scouts, community groups) that may be interested in participating in the parade event on 9/26/2020.
- University of Delaware will be holding a series of events to commemorate the expansion of voting rights. More information will be shared via email.

Motion to adjourn meeting at 12:27pm was passed, all in favor, none opposed.

Next Meeting: November 18, 2020 11:00-12:30

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